



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

PHONE: (315) 785-7730 – FAX: (315) 782-9014

TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Site Plan Approval – 491 Eastern Blvd., Church Addition

DATE: January 30, 2013

Request: Tabled Site Plan Approval for the construction of a 12,500 square foot multi-use addition to an existing church, plus parking lot and landscaping at 491 Eastern Boulevard, parcel 5-26-103.007

Applicant: Steven Olmstead, PE

Proposed Use: Gymnasium, classrooms

Property Owner: Parkside Bible Church

Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: No
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

County Review: Yes, October 30th meeting

Zoning Information:

District: Light Industrial	Maximum Lot Coverage: None
Setback Requirements: None	Buffer Zone Required: 5-15' along S and W lines

Project Overview: The applicant has further updated the plans. Notable changes have been made to the landscaping proposal, and the fire department connection (FDC) has been relocated as requested.

Both the future parking area and the possible Phase II addition would require a separate Site Plan Approval or Waiver if they are built in the future.

Parking: The applicant has removed one parking space in order to provide the required 50' fire truck turn radius. The parking count still exceeds the code requirement.

The proposed 50' radius turn from Eastern Boulevard into the parking lot will require a permit from DOT.

Drainage & Grading: The disturbed area easily exceeds 1.0 acres, even without accounting for the utility lines. The applicant must provide copies of the SWPPP and related correspondence with NYSDEC.

Water: The proposed fire hydrant and FDC have been relocated to the western side of the building near the fire lane, as previously requested.

The configuration of the existing fire hydrant and valve along Huntington Street is incorrect and missing an existing valve. The missing valve must be surveyed and shown. Additional water lines and gate valve near Eastern Boulevard must also be depicted.

Sewer: The contractor must provide two business days notice prior to excavating the Huntington Street right-of-way for the sewer service.

Landscaping: In an effort to reach an agreement regarding the proposed landscaping, Planning and Engineering Staff, Planning Board Member William Davis, Mr. Lundy and Pastor Justin Morris from Parkside Bible Church met on site on January 16, 2013 to discuss the landscaping issues. As a result of the meeting, several changes have been made to the plans.

The tree clearing limit area has been scaled back from 140' beyond the new addition to 60' behind the new addition. This will provide adequate room for the construction of the addition, access drive and the relocation of the sheds. A lawn recreation area is now shown on the plans. This area calls for selective thinning of trees rather than a complete removal and will provide open space for the church's outdoor activities and children's recreational programs. With these changes, the large, mature tree removals have been scaled back and the remaining trees will continue to provide a significant benefit to the property's visual character and will continue to limit the cell tower's visual impact.

The number of proposed trees along the access drive has been reduced and the four spruce trees along the east side of the new parking lot have been removed. The plans now call for six Autumn Blaze maples along the access drive and five flowering crabapple trees along the west side of the proposed parking lot. Six new trees are also shown along the south side of the existing parking lot, paralleling Eastern Blvd. Two or possibly three of these trees are shown within the State Department of Transportation (DOT) right-of-way so a DOT highway work permit will be required. Staff has been in contact with the DOT regarding the planting of trees in the right-of-way and although they cannot officially approve the landscaping layout until the plans are submitted to them for review, our discussions with them indicate that the trees would be allowed, given the offset from the road and the existing topography.

Lighting: The applicant has proposed additional lighting for the parking lot, comprised of six light poles. Photometric data are not shown for these fixtures, but the only possible light spillage would be into the Eastern Boulevard right-of-way. The Planning Board may wish to require that photometric data be added prior to issuance of a building permit.

Miscellaneous: The proposed construction entrance and fire access drive passes through land owned by Watertown Associates and onto land owned by Stebbins Engineering/Manufacturing Company.

The applicant has a recorded easement (by deed: L. 900, P. 81) for ingress and egress over the Watertown Associates land—however no easement has been identified for the Stebbins land. The depicted "Alternate 20' Access Lane" must be used unless an easement from Stebbins is provided.

The applicant must provide a wet-stamped copy of the boundary and topographic survey. This map must be signed by a licensed surveyor.

The survey's vertical datum must be changed to NGVD29 or NAVD88.

The applicant must obtain the following permits prior to construction: Sanitary Sewer Permit, Water Permit, Building Permit, General City Permit for work in the City right-of-way, and a DOT Highway Work Permit for work in the State right-of-way.

Summary:

1. The applicant shall provide copies of the SWPPP and related correspondence with NYSDEC.
2. The applicant shall survey and depict the correct existing configuration of the existing fire hydrant and valve on Huntington Street. Additional water lines and a gate valve near Eastern Boulevard shall also be surveyed and depicted.
3. The applicant shall obtain a permit from DOT for the 50' turn radius driveway from Eastern Boulevard into the parking lot.
4. The applicant shall provide 2 business days notice to the Engineering Department prior to excavating the Huntington Street right-of-way for the proposed sanitary sewer.
5. The approved landscaping plan shall be implemented prior to issuance of a Certificate of Occupancy, with the possible exception of any tree plantings in the Eastern Boulevard right-of-way that DOT chooses not to approve.
6. The applicant shall provide a wet-stamped copy of the boundary and topographic survey. This map must be signed by a licensed surveyor.
7. The survey and site plans shall be revised so that elevation contour lines are more visible, and the vertical datum shall be changed to NGVD29 or NAVD88. All spot elevations and inverts shall be revised to match the appropriate datum.
8. The applicant shall either use only the depicted "Alternate 20' Access Lane" or obtain an easement allowing access across the lands of Stebbins Engineering/Manufacturing Company (parcel 5-26-103.004) for the proposed construction entrance and fire access road. The easement shall be filed with the County Clerk and a copy provided to the City Engineer.

cc: City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Mike Lundy, 35794 NYS Route 126, Carthage 13619
Steven Olmstead, PO Box 870, Carthage 13619